



DEPARTMENT OF THE AIR FORCE
HEADQUARTERS SPACE AND MISSILE SYSTEMS CENTER (AFSPC)
LOS ANGELES AIR FORCE BASE, CALIFORNIA

4 January, 2005

MEMORANDUM FOR ALL POTENTIAL OFFERORS

FROM: SMC DET 12/PKN
3548 Aberdeen Avenue SE
Kirtland AFB NM 87117-5778

SUBJECT: Request for Proposal (RFP), FA8818-04-R-0010, Responsive Small Spacelift (RSS)

1. Space and Missile Systems Center Detachment 12 (SMC/Det 12) would like to thank you for your interest in the RSS acquisition and invite you to submit a proposal in response to the attached RFP. The objective of the RSS program is to provide military customers with a commercial, low cost (\$5M to \$10M), responsive (12 to 18 month) launch capability.

2. The government intends to issue up to five multiple award, Indefinite Delivery, Indefinite Quantity (IDIQ) contracts using full and open competitive procedures. Contract awards will be made to the offeror(s) whose proposal, based on an integrated assessment by the Source Selection Authority (SSA), is considered the best value to the government.

3. Please submit your proposal in accordance with the following schedule:

<u>Volume</u>	<u>Due Date</u>
Vol IV, Past Performance	18 Jan 05
Vol I, II, V (unpriced)	04 Feb 05
Oral Presentations	TBD, tentatively during the week of 14 February
Vol III, and updates to Vols I, II, IV, and V, if required	TBD, tentatively during the week of 21 February

4. Your proposal must be submitted in multiple parts (Split Submission). The first submittal will be Volume IV, Past Performance. Following the submission of Volumes I, II, IV, and V (unpriced), the Government will conduct an initial evaluation of these documents. Oral Presentations will then be scheduled with each Offeror within approximately 1 week after submission of Volumes I, II, and V (unpriced). Following the evaluation of proposal volumes, the government will establish one-on-one meetings with each offeror for the purpose of receiving Oral Presentations. The government intends to travel to the offerors facility for the Oral Presentations, allowing 4 hours in the morning for the presentation and Q&A session, with a facility tour in the afternoon. One week following the conclusion of the oral presentation the offeror shall submit the complete proposal, including Volume III, cost/price, and updated Volumes I, II, IV, and V, if required. See Section L and M of the RFP detailed proposal content and delivery instructions.

5. The government intends to award a Special Study task order requiring a User's Guide for each successful offeror's launch vehicle configuration simultaneous with the award of the basic contract. The configurations will be evaluated under Section M of the RFP. Offerors should insert the price of the User's Guide in the appropriate CLIN in the model task order attached to this RFP.
6. If an award for a task order of one of the sample missions occurs simultaneously with the evaluation and award of the basic contract, the government will use the evaluation criteria listed in Section M of the RFP. Offerors should insert the price of the sample mission in the appropriate CLIN in the model task order attached to this RFP.
7. Concurrent with the issuance of the solicitation, I will inform government agencies that the RSS source selection is in process. Recipients of this solicitation are advised any communication with government agencies regarding this solicitation is inappropriate until after contract award. Offerors should contact the undersigned at if there any concerns regarding this acquisition.
8. An offeror who prefers to remain anonymous may contact Mr Pat Devine, the SMC Ombudsman, at (310) 363-3571. The ombudsman will communicate offeror issues, disagreements, and recommendations on this acquisition to the proper channels. The role of the ombudsman is not to diminish the authority of the System Program Director or Contracting Officer, but to advocate the offeror's concerns on a non-attribution basis. The ombudsman will maintain strict confidentiality when requested by the offeror . The ombudsman will not participate in the evaluation of proposals or the source selection decision process.
9. We look forward to receiving and evaluating your proposals. If you have any questions, please contact the undersigned at (505) 853-3503, or the Contract Specialist, Ms. Cassandra Caputo, at (505) 853-1750. After 6 February 2004, Capt Steve Howard can be contacted at (505) 853-6690.



MEL G. PEARSON
Contracting Officer

Atch: FA8818-04-R-0010
Consolidated CDRLs File
Model Task Order